

Residents' Association Expenses- Sponsorship Request Form 2024

In order to receive an annual \$400 sponsorship from the City of New Westminster, Residents' Associations must agree to the following terms and complete this Request Form on an annual basis. Sponsorship terms include:

- 1) Requests are for current calendar year only; retroactive requests will not be accepted. Cheques must be deposited within 6 months of the date of issue.
- 2) Cheques must be picked up at Legislative Services, City Hall, by the representative noted on the form, showing valid identification, unless other arrangements are made with the Assistant Corporate Officer.
- 3) Sponsorship funds received from the City of New Westminster will not be used towards producing materials that contain content considered to be offensive, disrespectful or derogatory in nature.
- 4) Residents' Associations will acknowledge the City of New Westminster's sponsorship at Residents' Association meetings, on printed materials, on their website and wherever possible.

To be completed by Residents' Association Representative:

Date Requested		
Amount (\$400 maximum)		
RA Representative Name	First	Last
RA Position		
RA Representative signature		
Phone number		
Email address		
Name to Appear on cheque		
Address for preparing cheque		
Mailing address (if different than address to be on the cheque)		
CITY STAFF USE		
BU/Acct/ WO	2530.6125	
REQUESTED BY		
APPROVED BY		

Please submitted completed from by email, mail or delivery to:

Email – committees@newwestcity.ca or
 Office – Attention: Carilyn Cook, Legislative Services, City of New Westminster, 511 Royal Avenue, New Westminster, BC V3L 1H9